



SPECIAL SUPPORT ASSISTANT TO THE
DEPUTY DIRECTOR FOR ADMINISTRATION

7-D-10 Hqs 37536

STAT

THIS WAS BROUGHT TO ME BY TWO LADIES FROM
OGC... THEY WERE NOT SURE WHERE IT SHOULD
GO FOR ACTION. I RECALL YOUR PREDECESSOR
BEING INVOLVED IN THIS KIND OF ISSUE. ARE
YOU?

I AM SURE IT IS NOT AS SIMPLE AS IT APPEARS.
PERHAPS THE SECOND FLOOR LADIES ROOM IN
[] CAN BE DESIGNATED "SMOKING AREA"
AND THE THIRD FLOOR ROOM "NO SMOKING".

PERHAPS WE JUST ELIMINATE ONE SMOKING AREA.
IS THIS IN YOUR BALLPARK?

JOHN

Ex A/DDA

20-1

STAT

ROUTING AND TRANSMITTAL SLIP

Date

20 APR 88

TO: (Name, office symbol, room number,
building, Agency/Post)

Initials

Date

1. CHAIRMAN, AGENCY OCCUPATIONAL,
SAFETY & HEALTH COMMITTEE
2. 1D4061 HOS

3.

4.

5.

Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

#1 - FOR ACTION AS APPROPRIATE.

DO NOT use this form as a RECORD of approvals, concurrences, disposals,
clearances, and similar actions

[]	, Agency/Post)	Room No.—Bldg.
EXA/DDA		Phone No.

5041-102

★ U.S.G.P.O. 1986-0-491-247/20047

OPTIONAL FORM 41 (Rev. 7-76)
Prescribed by GSA
FPMR (41 CFR) 101-11.206

DDA Registry
88-0887X

STAT

WE, THE WOMEN OF THE THIRD FLOOR OF THE [REDACTED] BUILDING
DEMAND A SMOKE-FREE WORK ENVIRONMENT. NONE OF THE WOMEN
WORKING ON THE THIRD FLOOR UTILIZE THE LADIES' RESTROOM FOR THE
SMOKING OF CIGARETTES, HOWEVER, SEVERAL WOMEN DO COME TO THE
THIRD FLOOR FROM OTHER FLOORS IN ORDER TO FILL THE AIR OF THE
RESTROOM WITH CARCINOGENS. WE THEREFORE REQUEST THAT
HENCEFORTH, SMOKING OF CIGARETTES BE PROHIBITED IN THE LADIES'
RESTROOM ON THE THIRD FLOOR OF THE [REDACTED] BUILDING.

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STAT